



DEPARTMENT OF THE NAVY  
COMMANDER NAVY REGION SOUTHWEST  
937 NO. HARBOR DR.  
SAN DIEGO, CA 92132-0058

IN REPLY REFER TO:

CNRSWSDINST 5300.4C  
N944/ADCO  
26 May 99

**COMNAVREG SW SAN DIEGO INSTRUCTION 5300.4C**

Subj: REGIONAL AND LOCAL NAVY DRUG AND ALCOHOL ADVISORY COUNCIL

Ref: (a) OPNAVINST 5350.4B  
(b) CINCPACFLTINST 5350.1

1. Purpose. To establish and designate representatives to the Commander, Navy Region, Southwest Regional Navy Drug and Alcohol Advisory Council (NDAAC) and to direct the establishment of local councils at shore stations outside the immediate San Diego area.

2. Cancellation. COMNAVBASESANDIEGOINST 5300.4B

3. Background. COMNAVREG SW is Regional Coordinator for Southern California and Nevada. References (a) and (b) direct establishment of regional and local NDAACs to coordinate and monitor Alcohol and Drug Abuse Programs.

4. Policy. Zero tolerance for illicit drug use and alcohol abuse is the policy of Commander, Navy Region, Southwest. Commanding Officers are directed to deal firmly with all cases of illicit drug use and alcohol abuse. They shall take steps to process personnel for discharge, if appropriate, and to enroll others into existing programs designed to educate them about the dangers of abuse. Personnel who abuse alcohol shall be identified and given all possible assistance through remediation programs on a case-by-case basis. When personnel fail to progress, or when they repeatedly lapse back into unacceptable behavior patterns, appropriate recommendations shall be made for transfer and/or discharge.

5. Regional NDAAC Membership. The Regional NDAAC shall consist of the following members as a minimum:

- a. COMNAVREG SW ACOS for Support Services (Chairperson)
- b. Commanding Officer, Navy Drug Screening Laboratory, San Diego

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- c. Officer-in-Charge, NAVPERSCOM Det DAPMA, San Diego
- d. Head, Substance Abuse Rehabilitation Department, NAVMEDCEN San Diego
- e. COMNAVREG SW Security Officer
- f. COMNAVREG SW Alcohol and Drug Control Officer (ADCO) (Coordinator)
- g. COMNAVAIRPAC, COMNAVSURFPAC and SPAWARSSYSCEN ADCOs
- h. Director, COMNAVREG SW Family Service Centers
- i. Food and Beverage Manager, COMNAVREG SW MWR Department
- j. Prevention Specialist, PREVENT San Diego
- k. Representatives of local councils, if available.

6. Local NDAAC Establishment and Membership. Local councils shall be established at the following shore stations: NAS Lemoore, NAWC China Lake, Ventura County (CBC Port Hueneme and NAWC Point Mugu), and NAS Fallon, NV. Local councils membership should include at least the following members:

- a. Commanding Officer or designee (O-5 or above) (Chairperson)
- b. Security Officer
- c. ADCO or Command Drug and Alcohol Program Advisor (as appropriate)
- d. Family Service Center Director
- e. MWR Food and Beverage Manager
- f. Other host and tenant command representatives as per reference (a).

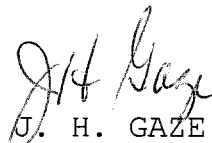
7. Meetings. The regional council will meet at the call of the Chairperson or at least quarterly, during the third month of each quarter. Local councils will meet quarterly, at a time

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that allows forwarding of minutes and items of concern no later than 20 days prior to the regional council meeting. Minutes of local and regional council meetings shall be maintained as per reference (a).

8. Responsibility. The NDAAC, at both regional and local levels, is responsible for analyzing the nature, extent, and effect of the local drug and alcohol abuse threat, including the availability of drug abuse paraphernalia. They will develop periodic threat assessments and a written plan to combat the alcohol and other drug abuse threat, including detection/deterrence, prevention, training, counseling/treatment, and liaison with other interested federal, state, and local agencies. The council chairperson will hold the current threat assessment for review during inspections and will make copies available to local commands.

9. Reports. Regional NDAAC meeting minutes shall be submitted quarterly to CINCPACFLT via COMNAVREG SW Code N90. The meeting minutes shall be prepared in accordance with reference (b) and submitted by the Coordinator (CNRSW ADCO) to the Chief of Staff, Commander, Navy Region, Southwest, via the Assistant Chief of Staff for Support Services. Local NDAACs are required to submit meeting minutes and any other pertinent agenda items to CNRSW ADCO no later than 20 days prior to the quarterly NDAAC meeting.



J. H. GAZE  
Assistant Chief of Staff  
for Support Services  
By direction of the Commander